

Indira Gandhi University, Meerpur - Rewari

A State University Established under Haryana Act No. 29 of 2013

Recognized u/s 12(b) & 12(f) of UGC Act, 1956

One-Day Workshop

On

Effective
Communication
20th July 2020



Under the aegis of:

Internal Quality Assurance Cell (IQAC)

Indira Gandhi University, Meerpur Rewari (Haryana)

www.igu.ac.in

About the University

Indira Gandhi University Meerpur, Rewari was established as a State University under Haryana Government Act 29 of 2013. The University is committed to work vigorously for the all-round personality development of students by making them not just outstanding professionals but also good individuals with ingrained human values. The university campus is situated in village Meerpur at a distance of about 10 Km from district headquarter of Rewari, about 300 kms from Chandigarh and about 70 Km from Indira Gandhi International Airport, New Delhi. Presently the university offers 39 various Post Graduate Courses and Ph.D Programmes in various departments and faculties.

About the Workshop

Communication is the lifeline of society and organizations. This is simply because communication is key to maintain positive relationships with all the people around us, be it colleagues, family members, friends, employers, employees or public service providers. The list is endless. Effective deliverance and reception of communication makes all the difference. Especially in the field of education, communication has a wider role to play in transmission of knowledge, experiences and ideas. During the times of COVID-19 effective communication has assumed all the more importance. This workshop is aimed at helping you identify different communication styles, avoiding common errors and using communication to have successful outcomes.

Who Can Participate

Students, Research Scholars, Academicians, Professionals and others interested in improving communication.

How to Register

The interested candidates can register themselves by following the link given below. The link is also available on university website.

<https://igu.ac.in/iqac-workshop-registration/>

Mode of Interaction

Mode of interaction will be online through Google Meet.

Registration Fees

For all Participants (Non Refandable) - 150/-

Last Date of Registration: 19th July, 2020

For more information contact:

Dr. Bijender: 90154-63900

Dr. Devender: 94164-87037

Email: comm.skills@igu.ac.in

Patron-in-Chief
Prof. S. K. Gakhar
Vice-Chancellor, IGU Meerpur

Patron
Dr. Annapurna Sharma
Registrar, IGU Meerpur

**Organizing
Team**

Workshop Director
Prof. Romika Batra
Director, IQAC

Convenor: Dr. Bijender
Coordinator: Dr. Reena Hooda
Organising Secretaries: Dr. Devender
Dr. Jasvinder

Workshop Schedule

Time	Morning Session
10:00 AM to 10:30 AM	<i>Inaugural Session</i> Address by Prof. S.K. Gakhar Vice Chancellor, IGU Meerpur Address by Dr. Annapurna Sharma Registrar, IGU Meerpur
10:30 AM to 12:00 PM	Communication Skills at Workplace Prof. Loveleen Mohan <i>Head, Dept. Of English and Foreign Languages M.D.U., Rohtak</i>
12:00 PM to 1:30 PM	Effective Communication Skills for Everyday Success Dr. Reena Nigam <i>Head of the Department, Amity Skills Institute, Amity University, Haryana</i>
1:30 PM- 2:00 PM	Break
	Evening Session
2:00 PM - 3:30 PM	Soft Skills for Bridging Communication Gaps Prof. Vidushi Sharma <i>Professor & Head of the Department of Communication, New Delhi Institute of Management, New Delhi</i>
3:30 PM- 4:00 PM	<i>Valedictory Session</i> Summing up - Dr. Bijender Vote of Thanks - Prof. Romika Batra